

CENTRAL INTELLIGENCE AGENCY  
Washington, D. C.

NOTICE

5 October 1950

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SUBJECT: Annual Leave

RESCISSION: Notice [ ] dated 24 May 1950.

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1. Section 1212, Public Law No. 759 - 81st Congress, approved on 6 September 1950, is quoted below:

"Sec. 1212. No part of the funds of, or available for expenditure by any corporation or agency included in this Act, including the government of the District of Columbia, shall be available to pay for annual leave accumulated by any civilian officer or employee during the calendar year 1950 and unused at the close of business on June 30, 1951: Provided, That this section shall not apply to officers and employees whose post of duty is outside the continental United States: And provided further, That this section shall not apply with respect to the payment of compensation for accumulated annual leave in the case of officers or employees who leave their civilian positions for the purpose of entering upon active military or naval service in the Armed Forces of the United States."

2. Each individual employee of Central Intelligence Agency whose post of duty is within the continental United States must use all of the leave accrued during the calendar year 1950 (26 days) prior to the close of business on 30 June 1951. However, any annual leave accumulated by an employee on 31 December 1950 in excess of the maximum limitation permitted under existing law will be forfeited on 1 January 1951. Any portion of leave accrued during the calendar year 1950 not used by the close of business on 30 June 1951 will be forfeited by the individual concerned.

3. Each individual employee of this Agency affected by the above will be provided an opportunity by his supervisor to take the full amount of leave accrued during the calendar year 1950 prior to 1 July 1951. Leave will be scheduled in such a manner as to permit the continued, efficient conduct of business by each Office and Staff Section of this Agency.

4. Unless otherwise determined by proper authority, leave accruing to individuals who have had posts of duty both within and outside the continental United States during the calendar year 1950 will be governed as indicated below:


a. Leave accrued while the employee is on duty within the United States must be used prior to 1 July 1951 or forfeited.

b. Leave accrued while the employee is at a post of duty outside the continental United States may be accumulated up to the total amount of leave authorized to be accumulated, or it may be utilized at the option of the employee concerned.

5. An employee who enters into active service in the Armed Forces is entitled under existing law to receive a lump-sum payment for his accumulated and current accrued annual leave or to have such leave remain to his credit as he may elect. The amount of such payment or credit as the case may be is determined by the amount of annual leave to the employee's credit on the date he enters the Armed Forces. The effect of the second proviso of Section 1212, exempting such employees from the provisions of the said Section, is to permit full effect to be given the right of election and at the same time save the employee from losing annual leave which he was precluded from using prior to 1 July 1951 because of entry into the military service. Section 1212 would not be applicable to an employee who entered the service after 1 July 1951.

6. These instructions apply only to leave accrued during the calendar year 1950 and do not affect leave accrued prior to 1 January 1950 which may continue to be carried over or used at the option of the individual employee, provided that the maximum total under existing law is not exceeded. The provisions of Section 1212 are restrictive and do not enlarge an employee's rights otherwise established.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

  
Acting Executive

DISTRIBUTION: No. 5

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